

October 19, 1994

VIA FAX

TO: SF BAY/DELTA WORKGROUP

KENT BALLENTINE	- OST FAX# 202/260-9830
MAHESH PODAR	- OW FAX# 202/260-0587
MARY ELLEN LEVINE	- OGC FAX# 202/260-7702
BILL PAINTER	- OPPEFAX# 202/260-2300
BURNELL VINCENT	- ORD FAX# 202/260-6932

FR: PATRICK WRIGHT, EPA REGION 9 *(PR for PW)*

RE: PREPARATION FOR WORKGROUP CLOSURE MEETING

Attached are two memos in preparation for tomorrow's workgroup closure meeting (October 20 - 2:30-4:30 EST). The memos are as follows:

- 1) Workgroup closure memo (to workgroup)
- 2) Draft action memo

Please call Palma Risler at 415/744-2017 or Beverly Randolph at 202/260-5373 if you have any questions.

cc: Beverly Randolph

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION IX

75 Hawthorne Street  
San Francisco, CA 94105-3901

OCT 19 1994

**MEMORANDUM**

**SUBJECT:** Announcement of Workgroup Closure Meeting for the  
Final San Francisco Bay/Delta Water Quality Standards  
(Tier I Rule)

**FROM:** Patrick Wright, R9 <sup>TMH</sup>  
Workgroup Chair <sub>for PW</sub>

**TO:** Workgroup Members

This memorandum is to announce workgroup closure for the final Tier I Rule on the San Francisco Bay/Delta Water Quality Standards on Thursday, October 20, from 2:30 to 4:30 EDT. The meeting will be held in Room 940ET, and Region 9 will participate by phone (Call-in number (202) 260-6830).

You have previously been sent a copy of the preamble and rule language. Those of you who expressed an interest also received a copy of the RIA. The draft action memo is attached. The communication strategy for this rule is being prepared by a multiagency task force (Club Fed), and is not yet available.

The purpose of the workgroup closure meeting is to confirm that: (1) the workgroup has successfully completed work on the rule and that all issues have been resolved or elevated; (2) the rulemaking package (rule and relevant documents) is complete and ready for OMB review (if required); and (3) that all Agency and external requirements have been met.

Each workgroup member must come to the meeting representing the position of his/her AA/RA. Prior to the meeting the workgroup member should either have briefed the AA/RA or their representative (if delegated), or have a written sign-off from that level. The workgroup member should indicate the level of sign-off authority at the closure meeting. In addition, written comments should be given to the workgroup chair, workgroup members and the Regulation Development Branch (RDB) prior to or at the meeting.

At workgroup closure each office has three options for response: "concurrence without comment," "concurrence with comment," or "nonconcurrence." The workgroup member must come to the meeting prepared to respond with one of these choices, and to

briefly characterize the issues on which they have comments or nonconcurrency. If a workgroup member does not attend the closure meeting or contact the workgroup chair and/or RDB with comments, then the workgroup assumes a response of "concur without comment" from the missing office.

If you have any questions, please call Patrick Wright at (415) 744-1993 or Palma Risler at (415) 744-2017.

#### **Attachments**

#### **Addressees:**

Mary Ellen Levine, OGC (2355)  
Bill Painter, OPPE (2124)  
Burnell Vincent, ORD (8105)  
Kent Ballentine, OW (4305)  
Mahesh Podar, OW (4102)



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Workgroup Chair

**TO:** Workgroup Members

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